



# Mindfulness at Work

Manage stress & enhance confidence

# Hi!

During the four one-hour sessions employees will;

- ✓ **Practise Mindfulness and understand its benefits in the workplace.**
- ✓ **Apply mindfulness to enhance their working and personal life**
- ✓ **Know better the nature of the mind and how to manage it better.**
- ✓ **Experience how mindfulness supports good mental health and wellbeing.**

Your mindfulness teachers, Joe, Liz and Andrew will be there to guide and support you.

## About the course

### Duration

60 minutes each week over 4 weeks

### Participants

Maximum of 10 people

### Dates and times

By arrangement

### How it's delivered

In-person at agreed locations



## Course Description

### Session 1

#### **What is mindfulness?**

### Duration

**60 minutes**

- Research supporting mindfulness at work
- When mindfulness is helpful
- Exercises, practices and discussion

### Session 2

#### **Using mindfulness for work planning**

### Duration

**60 minutes**

- Setting priorities
- Working optimally
- Exercises, practices and discussion

### Session 3

#### **Mindfulness to support decision making**

### Duration

**60 minutes**

- Mindful communication
- Teamworking
- Exercises, practices and discussion

### Session 4

#### **Mindfulness to help navigate change**

### Duration

**60 minutes**

- Habits
- Next stepsk
- Exercises, practices and discussion



## Who is delivering the course?

The course will be delivered by one of the 3 mindfulness teachers in the company: Joe Andrew or Liz who are qualified and experienced have been delivering mindfulness for over 20 years.

## Who can attend?

Open to all as decided by the employer.

## Do employees need any experience of mindfulness or meditation?

No. Absolutely not, this course is aimed at beginners.

## Do employees need to attend all sessions?

To get the most out of the course it is best to attend all sessions.

## What do I do next?

Email [hello@tlcoc.co.uk](mailto:hello@tlcoc.co.uk) or phone us on **0191 516 6404**

